

# LEE COUNTY

*Committed Today for a Better Tomorrow*

## MINUTES OF THE LEE COUNTY FIRE ADVISORY BOARD

May 17, 2007

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The Lee County Fire Advisory Board reconvened on May 17, 2007 at Cape Fear Fire Department.

The following members were present:

- Donald Andrews, Jr.
- Roger King
- Larry Kelly
- Royce Gaines
- John Altenburger
- Linda Shook
- Shane Seagroves

The following member was excused:

- Doc Oldham

Chairman Donald Andrews called the meeting to order at 6:00 p.m.

The Fire Advisory Board met individually with each department's representative listed below to review their budget request for FY 07/08:

Reid Cagle, Lemon Springs Fire Dept.  
Buddy Thompson, Cameron Fire Dept.  
Jay Baucom, Cape Fear Fire Dept.  
Todd McNeill, Carolina Trace Fire Dept.

An attachment to the minutes outlines the specific questions that were asked of each of the respective fire departments.

After meeting with the representatives, the Fire Advisory Board discussed the budget requests for the above noted departments.

Roger King made a motion, seconded by John Altenburger, to approve the budget of Northview Fire Dept. The request included a clause that funding for the aerial



platform be approved, however, prior to purchase the Lee County Fire Advisory Board review the request, and the Lee County Board of Commissioner's approve the request. The budget request with funding clause was approved unanimously.

Roger King made a motion, seconded by John Altenburger to approve the budget request of Lemon Springs Fire Dept. The recommendation included that the location and site plans for a sub-station be reviewed by the Lee County Fire Advisory Board, and approved by the Lee County Board of Commissioner's. The budget request was approved unanimously.

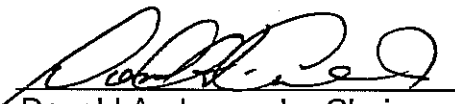
Larry Kelly made a motion, seconded by Linda Shook, to approve the budget request of Carolina Trace Fire Dept. The budget request was approved unanimously.

Roger King made a motion, seconded by John Altenburger, to approve the budget request of Cape Fear Fire Dept. The recommendation included the location and site plans for a sub-station be reviewed by the Lee County Fire Advisory Board, and approved by the Lee County Board of Commissioner's. The budget request was approved unanimously.

Cameron Fire Dept. has requested \$82,293 in funding for FY 07/08. The result would be a tax rate of 0.130. Roger King made a motion, seconded by Larry Kelly to fund Cameron Fire Dept. for \$52,000, with a rate of 0.080, thereby minimizing the tax rate increase to no more than any other district. The motion was approved such as 5 in favor, 1 in the negative.

A copy of the final recommendation would be sent to the members of the Fire Advisory Board. See attachment.

The Fire Advisory Board Budget Review Meeting was adjourned at 10:00 p.m.

  
Donald Andrews, Jr., Chairman

ATTEST:

  
Donald Andrews, Jr., Chairman



# LEE COUNTY FIRE ADVISORY BOARD

P.O. Box 1968  
Sanford, North Carolina 27331-1968

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May 4, 2007

Chief Reid Cagle  
**Lemon Springs Fire Dept. Inc.**  
PO Box 15  
Lemon Springs, North Carolina 28355

Dear Chief Cagle:

The Lee County Fire Advisory Board has reviewed Lemon Springs Fire Dept.'s budget request for FY07/08. In reviewing the funding request, several questions came up that we would like for you or your representative to elaborate on in more detail. The questions specifically for your department are listed below.

1. The line items, Turnout Gear shows a \$4,750 increase

Please be prepared to answer these questions in detail.

Lemon Springs Fire Dept is scheduled to meet with the Fire Advisory Board on Thursday, May 17, 2007, at 7:00 pm in the Conference Room at Cape Fear Fire Department.

Sincerely,  
*Lee County Fire Advisory Board*



# LEE COUNTY FIRE ADVISORY BOARD

P.O. Box 1968  
Sanford, North Carolina 27331-1968

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May 4, 2007

Chief Buddy Thompson  
**Cameron Fire Dept. Inc.**  
PO Box 142  
Cameron, North Carolina 28326

Dear Chief Thompson:

The Lee County Fire Advisory Board has reviewed Cameron Fire Dept.'s budget request for FY07/08. In reviewing the funding request, several questions came up that we would like for you or your representative to elaborate on in more detail. The questions specifically for your department are listed below.

1. The line item, Salary shows a \$32,000 increase.
2. The line item, Station Maintenance shows a \$5,700 increase.
3. Please be able to explain in detail how you determined that \$82,293 of your budget belonged to Lee County.

Please be prepared to answer these questions in detail.

Cameron Fire Dept is scheduled to meet with the Fire Advisory Board on Thursday, May 17, 2007, at 6:30 pm in the Conference Room at Cape Fear Fire Department.

Sincerely,  
*Lee County Fire Advisory Board*



# LEE COUNTY FIRE ADVISORY BOARD

P.O. Box 1968  
Sanford, North Carolina 27331-1968

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May 4, 2007

Chief Martin Howard  
**Cape Fear Rural Fire Dept. Inc.**  
PO Box 399  
Broadway, North Carolina 27505

Dear Chief Howard:

The Lee County Fire Advisory Board has reviewed Cape Fear Rural Fire Dept.'s budget request for FY07/08. In reviewing the funding request, several questions came up that we would like for you or your representative to elaborate on in more detail. The questions specifically for your department are listed below.

1. The line item, Salary shows a \$10,700 increase
2. The line item, Radio/Pager Replacement shows a \$4,000 increase
3. The line item, Capital Reserve shows a \$17,000 increase
4. The line item, Physicals shows a \$9,000 increase
5. The category, PPE shows a \$5,000 increase

Please be prepared to answer these questions in detail.

Cape Fear Rural Fire Dept is scheduled to meet with the Fire Advisory Board on Thursday, May 17, 2007, at 7:15 pm in the Conference Room at Cape Fear Fire Department.

Sincerely,  
*Lee County Fire Advisory Board*



# LEE COUNTY FIRE ADVISORY BOARD

P.O. Box 1968  
Sanford, North Carolina 27331-1968

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May 4, 2007

Chief Charles Holder  
**Carolina Trace Fire Dept. Inc.**  
37-A Indian Trail  
Sanford, North Carolina 27332

Dear Chief Holder:

The Lee County Fire Advisory Board has reviewed Carolina Trace Fire Dept.'s budget request for FY07/08. In reviewing the funding request, several questions came up that we would like for you or your representative to elaborate on in more detail. The questions specifically for your department are listed below.

1. The line item, Salary shows a \$26,500 increase.
2. The line item, Physicals shows a \$3,000 increase.
3. The line item, Pension Fund shows a \$3,300 increase
4. The line item, Station Maintenance shows \$1,500 increase
5. The line items, Uniforms shows a \$2,800 increase
6. The line items, Turnout Gear shows a \$10,060 increase
7. The line item, Fleet Maintenance shows a \$2,100 increase
8. The line item, Schools/Seminar shows a \$1,250 increase
9. The line item, Radio/Pager Replacement shows a \$5,500 increase

Please be prepared to answer these questions in detail.

Carolina Trace Fire Dept is scheduled to meet with the Fire Advisory Board on Thursday, May 17, 2007, at 8:00 pm in the Conference Room at Cape Fear Fire Department.

Sincerely,  
*Lee County Fire Advisory Board*



# LEE COUNTY

*Committed Today for a Better Tomorrow*

May 22, 2007

Chairman Bob Brown  
**Lee County Board of County of Commissioners**  
106 Hillcrest Drive  
Sanford, North Carolina 27330

Dear Chairman Brown:

The Lee County Fire Advisory Board has reviewed the FY 2007/2008 budget request on the county's nine volunteer fire departments. Since March 22, 2007, the members of the Fire Advisory Board have worked diligently reviewing the budget submissions. During the period, we have worked with the departments to understand their justification for the budget request. As part of this review process, the Fire Advisory Board met one-on-one with each department's representative.

In reviewing the budgets and making the recommendations, the Fire Advisory Board used the goals and objectives (see attached document) adopted in October 2006 as our guiding principle. The attached spread sheet shows each department's budget request, budget recommendations, the collection fee, and the projected fund balance. These figures along with collection rate and property values were used to determine the tax rate for each department's district. In addition to recommending the budgets, we are asking that some restrictions and requirements be placed on the funding approval.

The following is a brief explanation of each department's recommendation and restrictions:

**Tramway Fire Department** has requested an increase in personnel. With one fulltime person, there are times when this person is on vacation, thereby creating a gap in services. The additional hours will fill these gaps on an as needed basis. There was an increase in debt service from the previous year. The department currently has a debt load of over \$900,000 until 2025. The department is increasing the line item for physicals in order to have all members take a physical as recommended by NFPA standard 1500, standard 1582, and OSHA. The remaining increases were related to cost of operations.

**West Sanford Fire Department** is one of the remaining departments who have struggled to operate without paid personnel. In this year's budget they have requested the funding of one part time person for twenty hours a week. This will allow West Sanford to have



Dept. The Fire Advisory Board recommends that Lemon Springs be allowed to move forward with the sub-station. The Fire Advisory Board does request the location and site plans be reviewed by the Fire Advisory Board and approved by the Lee County Board of Commissioners.

**Carolina Trace Fire Department** is requesting an increase in personnel from their current forty hours of part-time personnel a week to eighty hours of part-time personnel a week. The department has one of the highest call volumes for First Responders calls. The majority of their district is the Carolina Trace community. The make-up of this community lends itself to have more demands for medical assistance calls. With the current response distance for Central Carolina ALS, daytime personnel at Carolina Trace Fire Department are being called upon to provide this additional level of service. In meeting with the representatives from Carolina Trace, the Fire Advisory Board felt that the request for funding across the board was justifiable. The department has been too frugal over the years and there is a need to update supplies and equipment.

**Northwest Pocket Fire Department** has requested that they be allowed to add two part-time firefighters for a total of forty hours a week. As with other departments Northwest Pocket struggles to have sufficient personnel available to respond to 911 calls during the day. The department's area is rural and the response time for emergency medical care can be as much as ten minutes. With the addition of paid personnel, the department could respond to 911 calls and assist with medical calls. The department is working hard to lower their rating from a district wide 9. In an effort to accomplish this goal, the addition of personnel will allow the department to take another step toward this goal and the goal of the Fire Advisory Board. A part of the area along the Moore County border is currently being served Cameron Fire Department. In working with the North Carolina State Fire Marshal's Office, a part of this area could benefit from the construction of a sub-station. Unfortunately, the Northwest Pocket Department can not burden the cost of a sub-station alone. However, the Fire Advisory Board would encourage the department to continue to work toward the construction of a sub-station. It is the hopes of the Fire Advisory Board that some time in the future a funding mechanism will be in place to help the departments that do not benefit from a property density to be able to upgrade their equipment without undue burden on the residents. The Fire Advisory Board request that any site locations and building plans be reviewed by the Fire Advisory Board and approved by the Lee County Board of Commissioners.

**Cameron Fire Department** submitted a request for \$82,293 in funding from Lee County. This 95% increase over the current year would place the tax rate for citizens in Lee County at \$0.014. The Fire Advisory Board did not feel that the citizens of Lee County should incur any more increases than any other citizens serviced by Lee County Volunteer Fire Departments. The Fire Advisory Board is recommending a budget of \$52,000. This represents a 23% increase in funding. In addition, the Fire Advisory Board feels that with the construction of a sub-station in the Northwest Pocket and Lemon Springs area the citizens of Lee County would be serviced by departments within Lee County. The funding currently being sent to Moore County would go a long way towards the debt of these two sub-stations. The Fire Advisory Board, in our meeting with representatives from the Cameron Fire Department, informed them of potential plans to build sub-stations. The Cameron Fire Department currently has over \$750,000 in debt. If the Cameron area in Lee County is re-drawn with the construction of the sub-stations, a portion of the current debt would be obligated by the departments taking over service. The Fire Advisory Board is recommending that written notice be sent to the Cameron Fire Department and the Moore County Fire Marshal's Office that Lee County **not** be



obligated to any additional debt without the review by the Lee County Fire Advisory Board and approval by the Lee County Board of Commissioners.

In meeting with the fire departments, we verified that each department held a public meeting. The eight departments in Lee County advertised and held their public meeting. The current and previous trend for these meetings is that there is no public attendance. The members of the Fire Advisory Board continue to struggle with the needs of the fire service with the cost to the tax payers. In the end, the board felt the improvements to the fire service in Lee County with respect to personnel to respond to calls during business hours, upgrade in equipment, and the possibility of placing 98% of the residences and businesses in the county within 5 miles of a rated fire department far outweigh the cost. As for the need of four sub-stations strategically positioned throughout the county in an effort to bring 98% of the residents and businesses within five miles of a rate fire department, the Fire Advisory Board is working to develop a plan to fund the construction of these buildings. In the meantime, the Fire Advisory Board feels the departments should continue to set funds aside for the construction of the sub-station. In looking at the financial position of the departments, Cape Fear Fire Department could build and bring on-line a sub-station in FY07/08. The debt cost would have an impact of less than one cent per hundred dollars of value. For the remaining three departments, the impact is a little more. The Fire Advisory Board is working on the cost benefit analysis for the sub-stations. The funds being recommended to be set aside by the departments will only improve the financial position of these departments. The Fire Advisory Board hopes to have a formal plan and recommendation in the coming months.

Lee County is poised to continue to grow both in property and population. The citizens of Lee County can take comfort that they are served by a volunteer fire service that is constantly striving to improve the level of service and protection provided to their families, friends and neighbors. At the end of the day, the Fire Advisory Board felt the need to be prepared outweighed the cost. The Fire Advisory Board recommends to the Lee County Board of Commissioners that they approve the budget request and funding requirements as presented on the attached documents and ordinances.

Respectfully submitted,



Donald F. Andrews, Jr.  
Chairman

c: Fire Advisory Board  
Lisa Minter, Interim County Manager  
Shane Seagroves, Lee County Fire Marshal

Attached: Fire Advisory Board Goals & Objectives  
FY07/08 Department Budgets & Funding Data



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